The duties of TriMet's General Manager are specified in ORS 267.140. It states the General Manager has "full charge of the administration of the business affairs of the district." Those duties include ensuring appropriate staffing levels and acknowledging promotions.

TriMet is pleased to recognize the following individual salary actions and to report on other personnel actions taken during the quarter.

I. **PERSONNEL ACTIONS (Grade 15 and over)**\(^1\)

- All actions are within the current budget appropriation.
- Actions listed in alphabetical order.

a. **Promotions**


Daniel Blair – Director, Rail Equipment Maintenance; Maintenance. Grade 18. Previous Position: Manager, Rail Equipment Maintenance; Maintenance. Grade 16. 7.50% Annual Salary Increase to $107,500; Effective 3/13/2016.

John Fall – Senior Manager, Community Affairs & Communications; Capital Projects. Grade 16 Previous Position: Manager, Project Communications; Capital Projects. Grade 15. 10.10% Annual Salary Increase to $95,870; Effective 5/2/2016.


b. **Market Adjustments**

Lori Baker – Director, Financial Services; Finance. Grade 21. 1.80% Annual Salary Increase to $140,144; Effective 4/11/2016.

Craig Black – Specialist, Senior System Safety; Safety & Security. Grade 15. 7.19% Annual Salary Increase to $85,750; Effective 4/24/2016.

Paul Hess – Oracle Applications DBA; Information Technology. Grade 17. 4.96% Annual Salary Increase to $115,000; Effective 3/14/2016.

Jay Jackson – Director, Operations Command Center & Field; Operations. Grade 18. 4.86% Annual Salary Increase to $110,000; Effective 3/14/2016.

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\(^1\) Grade 15 has a midpoint of $90,344 and is generally considered a department manager level.
Donald McInnis – Manager, Fare Equipment Maintenance; Maintenance. Grade 15. 2.77% Annual Salary Increase to $89,148; Effective 4/11/2016.

Lester Spitzer – Manager, Contracts; Finance. Grade 17. 2.62% Annual Salary Increase to $93,975; Effective 4/11/2016.

Nancy Young – Director, Budget & Grants; Finance. Grade 21. 1.22% Annual Salary Increase to $148,301; Effective 4/11/2016.

c. Adder Pay (Temporary Adjustment)
Denis Van Dyke – Interim Director, Transportation; Transportation. Grade 20. 15.09% Annual Salary Increase to $118,500; Effective 3/14/2016.

d. New Hires
Katie MacKinnon – Building/Arch Project Delivery Lead; Capital Projects. Grade 15. Starting Annual Salary: $75,000. Start Date 4/1/2016.


e. Separations


f. Other Personnel Actions
- All actions are within the current budget appropriation.

a. Total Union Employee Salary Step Increases: 470
b. Total Union Positions Filled: 66
   1) Part-time Operators: 64
   2) Full-time Operators: 0
   3) Union - Other: 2
c. Total Non-Union Positions Filled: 3 Full-time, 0 Part-time

II. 2016 ANNUALIZED NON UNION TURNOVER SUMMARY
Please refer to the attached 2016 Non Union Turnover Summary Report for year to date information and 2016 & 2015 comparison.

All actions are conducted in accordance with ORS 267.140. Any actions anticipated to exceed the budget appropriation will be brought before the Board in a Budget Transfer Resolution.
<table>
<thead>
<tr>
<th>Month</th>
<th>Ending Headcount for Month*</th>
<th>Retirements</th>
<th>Resignations</th>
<th>Other Separations</th>
<th>Total Separations</th>
<th>Average Headcount</th>
<th>Cumulative YTD Turnover</th>
<th>Projected Year End Turnover</th>
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<tbody>
<tr>
<td>Jan</td>
<td>412</td>
<td>0</td>
<td>4</td>
<td>7</td>
<td>11</td>
<td>412</td>
<td>2.67%</td>
<td>32.04%</td>
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<td>Feb</td>
<td>412</td>
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<td>4</td>
<td>412</td>
<td>3.64%</td>
<td>21.84%</td>
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<td>Mar</td>
<td>415</td>
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<td>0</td>
<td>1</td>
<td>413</td>
<td>3.87%</td>
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<td>414</td>
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<td>19</td>
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</table>

*Note: Data includes separations of all regular full-time, regular part-time for non-union*